Chapter 6 Reports

BA0A   Agency Master - Alphabetical Listing of State Agencies

Purpose   To provide the user a listing of state agencies (agency type 1, 3, or 4) in AGPS.

Distribution

Frequency of Preparation   As needed.

Sort Sequence   By sub-agency within master agency, within agency type, within numerical sequence.

Page Break On   Report page break will occur when more than 1 full page of information exists.

Retention Requirements   None

Report Description

REF #	FIELD NAME	SIZE	DESCRIPTION OF INFORMATION
	Agency Number	6	Number used within AGPS to identify agency
	Name	30	Inferred agency name of agency number from the AGCY Table
	Type	2	Code used to identify the type of agency, i.e., agency purchase department, central purchasing, requisitioning agency, etc.
	Type Title	20	Inferred interpretation of the type code from BTAB Table AT (Agency Type)

REF #	FIELD NAME	SIZE	DESCRIPTION OF INFORMATION
	Sub Agency Name and Address		
	Name	25	Inferred name of sub-agency from AADR Table
	Address Line 1	25	Inferred address line 1 for sub-agency from AADR Table
	City	15	Inferred city for sub-agency from AADR Table
	State	2	Inferred state for sub-agency from AADR Table
	Zip	5+4	Inferred zip code for sub-agency from AADR Table
	Sub-Agency Number	6	Code, combined with agency number, used to identify the sub-agency in the Sub-Agency Address Table (AADR)
	Sub-Agency Main Contact Person and Phone		
	Contact Person	30	Inferred name of the contact person for the sub-agency from the AADR Table
	Phone	3/4/4/4	Inferred phone number of the contact person for the sub-agency from the AADR Table
	Cty (parish) Code	2	Inferred parish code for sub-agency from AADR Table
	Status Code	3	Inferred status code for sub-agency from AADR Table
	Status Change Date	6	Inferred date status code was last changed for sub-agency from AADR Table
	Total Sub Agency Records For This Agency	7	Inferred total of sub-agencies in AGPS for this agency

BA0B   Agency Master - Numeric by Agency Number Listing

Purpose   To provide the user a listing of agencies in AGPS in numerical sequence.

Distribution

Frequency of Preparation   As needed.

Sort Sequence   By sub-agency within master agency, within type, within numerical sequence.

Page Break On   Report page break will occur when more than 1 full page of information exists.

Retention Requirements   None

Report Description

REF #	FIELD NAME	SIZE	DESCRIPTION OF INFORMATION
	Agency Number	6	Number used within AGPS to identify agency
	Name	30	Inferred agency name of agency number from the AGCY Table
	Type	2	Code used to identify the type of agency, i.e., agency purchase department, central purchasing, requisitioning agency, etc.
	Type Title	20	Inferred interpretation of the type code from BTAB Table AT (Agency Type)

REF #	FIELD NAME	SIZE	DESCRIPTION OF INFORMATION
	Sub Agency Name and Address		
	Name	25	Inferred name of sub-agency from AADR Table
	Address Line 1	25	Inferred address line 1 for sub-agency from AADR Table
	City	15	Inferred city for sub-agency from AADR Table
	State	2	Inferred state for sub-agency from AADR Table
	Zip	5+4	Inferred zip code for sub-agency from AADR Table
	Sub-Agency Number	6	Code, combined with agency number, used to identify the sub-agency in the Sub-Agency Address Table (AADR)
	Sub-Agency Main Contact Person and Phone		
	Contact Person	30	Inferred name of the contact person for the sub-agency from the AADR Table
	Phone	3/4/4/4	Inferred phone number of the contact person for the sub-agency from the AADR Table
	Cty (parish) Code	2	Inferred parish code for sub-agency from AADR Table
	Status Code	3	Inferred status code for sub-agency from AADR Table
	Status Change Date	6	Inferred date status code was last changed for sub-agency from AADR Table
	Total Sub Agency Records For This Agency	7	Inferred total of sub-agencies in AGPS for this agency

BA1A   Master Buyer Listing

Purpose   To provide the user a listing of buyer by agency in AGPS.

Distribution

**Frequency of
Preparation**   As needed.

**Sort
Sequence**   By buyer within master agency, within agency numerical sequence.

**Page
Break On**   Report page break will occur when more than 1 full page of information exists.

**Retention
Requirements**   None

**Report
Description**

REF #	FIELD NAME	SIZE	DESCRIPTION OF INFORMATION
	Agency Number	6	Number used within AGPS to identify agency
	Buyer Code	3	Buyer code, combined with agency code, used to identify the buyer within the ABUY Table
	Buyer Name	30	Inferred name of the buyer from the ABUY Table
	Buyer Phone	3/4/4/4	Inferred phone number of the buyer from the ABUY Table
	Buying Unit	4	Inferred buying unit of the buyer from the ABUY Table
	Sol (solicitation) Limit	8	Inferred solicitation processing dollar limit of the buyer from the ABUY Table
	Award Limit	8	Inferred order processing dollar limit of the buyer from the ABUY Table

REF #	FIELD NAME	SIZE	DESCRIPTION OF INFORMATION
	Change Limit	8	Inferred change order processing dollar limit of the buyer from the ABUY Table
	Status Code	3	Inferred status code for the buyer from ABUY Table
	Status Change Date	6	Inferred date status code was last changed for the buyer from ABUY Table
	Number of Buyers For This Agency	7	Inferred total of buyers in AGPS for this agency

BA2A   Purchase Detail by Agency

Purpose   To provide the user a listing of purchase amounts by agency number and commodity number for fiscal year to date and prior fiscal year in AGPS.

Distribution

Frequency of Preparation   As needed.

Sort Sequence   By commodity within master agency, within agency numerical sequence.

Page Break On   Report page break will occur when more than 1 full page of information exists.

Retention Requirements   None

Report Description

REF #	FIELD NAME	SIZE	DESCRIPTION OF INFORMATION
	Agency Number	6	Number used within AGPS to identify agency
	Commodity Number	11	Inferred commodity number purchased by listed agency
	FYTD Dollar Amount	14	Inferred fiscal year to date amount of purchase of listed commodity for listed agency
	PFY Dollar Amount	14	Inferred prior fiscal year amount of purchase of listed commodity for listed agency
	Commodity Description	2x40	Inferred first two lines of description for listed commodity from the CSPC Table
	Grand Total FYTD Dollar Amount	14	Inferred grand total of fiscal year to date amount of purchase of all listed commodities for all listed agencies on report

REF #	FIELD NAME	SIZE	DESCRIPTION OF INFORMATION
	Grand Total PFY Dollar Amount	14	Inferred grand total of prior fiscal year amount of purchase of all listed commodities for all listed agencies on report

THIS PAGE INTENTIONALLY LEFT BLANK